



**BOARD OF PUBLIC WORKS AND SAFETY
MEETING MINUTES
Meeting Date: November 9, 2022**

MEMBERS

TRENT A. MCCAIN ESQ., PRESIDENT ~ PRESENT
ARLENE D. COLVIN ESQ, VICE PRESIDENT ~ PRESENT
ANGELA LOCKETT ESQ, MEMBER ~ PRESENT
MARIANETTA L. BARBER, CLERK ~ PROXY – RAVEN K. HALL

MINUTES

APPROVAL OF MEETING MINUTES

November 2, 2022

– Adopted & Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

CLAIMS

Ratification of Claims Paid on November 4, 2022

○ 110-1 – GENERAL FUND		\$33,302.97
○ 246-7 – FHAPP-FAIR HSG	\$2,177.28	
○ 248-7 – ARP AM RES PLAN	\$1,125.00	
○ 249-0 – COVID-19 ESG	\$19,636.25	

TOTAL CLAIMS PAID \$56,241.50

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Approval of Claims to be Paid on November 11, 2022

○ 110-1 – GENERAL FUND		\$52,296.04
○ 220-2 – LOCAL ROADS & S	\$4,716.66	
○ 220-4 – PARK DEPARTMENT	\$16,276.38	
○ 221-2 – HEALTH/HUMAN SE	\$2,699.36	
○ 222-1 – LNDFL CLOSURE	\$1,170.00	
○ 222-6 – COMMUNITY DEVEL	\$31,696.48	
○ 230-8 – SOCIAL SERVICES	\$175.00	

○ 241-6 – HEALTHY FAM 2010	\$261.50
○ 241-8 – BIO-TERRORISM	\$1,100.00
○ 245-5 – SOLID WASTE REC	\$19.98
○ 245-6 – SUPP PUB DEFEN	\$220.00
○ 246-9 – HIV PREVENTION	\$1,216.59
○ 248-9 – COVID-19 HEALTH	\$3,971.05
○ 249-1 – COVID-19 CDBG	\$700.00
○ 444-5 – CONSOLIDAT AREA	\$2,737.50
○ 444-7 – LAKEFRONT	\$6,000.00
○ 444-8 – MIDWEST CENTER	\$14,104.96
○ 890-3 – WCI/UCI BENEFIT	\$4,990.24

SPECIAL REVENUE

\$92,055.70

○ 224-0 – PUB SFTY INC TA	\$8,336.27
○ 242-6 – HOME PROGRAM	\$137.06
○ 243-0 – FORECLOSURE GNT	\$1,440.00
○ 221-5 – AMBULANCE NON-R	\$12,976.70
○ 660-7 – MARQUETTE PARK	\$151.84

TOTAL CLAIMS TO BE PAID

\$167,423.61

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

CORRESPONDENCE AND AGREEMENTS

CORRESPONDENCE FROM THE MAYOR'S OFFICE

Contract with Landmark Sign Group to perform outdoor signage services on behalf of the City. Specifically, the Contractor will replace inserts on the currently existing six (6) pylon/marquee signs located at: 4th and Broadway, 26th and Broadway, Route 20 and County Line Road, Airport Road (near the Skyway), 25th and Grant, and 53rd and Broadway. The Contract is effective as of November 7, 2022 and will terminate on or before December 14, 2022. The City of Gary agrees to pay the Contractor an amount not to exceed Twelve Thousand Two Hundred Seventeen Dollars and Forty Cents (12,217.40) during the term of the Contract.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

CORRESPONDENCE FROM THE PUBLIC WORKS DIVISION

Request for Permit to rebuild existing underground circuit – NIPSCO – Broadway and 6th Avenue. NIPSCO has requested a permit to rebuild and relocate an existing underground circuit. The circuit is being moved to overhead utility poles. The work is in preparation for the

Gary Vault replacement Program slated for 2023. The project will take place from November 7, 2022, and run through December 30, 2022, but NIPSCO has requested a permit through December 2022 to complete restoration.

Board approval to grant NIPSCO a permit is contingent upon:

1. Payment of the \$1,000 fee per ordinance.
2. NIPSCO shall provide the City the name of the contractor who will be performing the work prior to the start of construction. The contractor shall be registered and licensed with the City of Gary.
3. All Right-of-Way Permit Requirements shall be followed.
4. Petitioner shall provide a 72-hour notice before restricting traffic or working within the City's right-of-way.
5. Petitioner shall notify Public Works upon completion to schedule a final inspection of the restoration.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request for Permit to Install Monitoring Wells – BP Products North America Inc. – 2101 Grant Street. A permit to install a monitoring well in the alley north of 2101 Grant Street. The location will be in the alley, and minimal traffic control will be needed for the installation. They have submitted a Traffic Control Plan meeting the requirements of the City Codes. The contractor will be GeoServe, Inc. who has a current City license. The work will take place the week of November 14th.

Board approval to grant GeoServe, Inc. a permit contingent upon:

1. Monitoring wells and small diameter test holes are exempt from permit fee requirements per City ordinance.
2. All other attached City of Gary Street Cut & Right-of-Way Permit Requirements shall be followed.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Permit Request for Soil Borings – Geocon Professional Services – I-65 Frontage Road South of 15th Avenue and Michigan Street North of 15th Avenue. Geocon Professional Services has requested a permit to perform geotechnical investigation at the subject location. This work is for a proposed drainage improvement project for the Gary Stormwater Management District. The work will take place upon approval, and will take two days to complete. Traffic control plans have been submitted and are found to be acceptable. Geocon has a current contractor and business license.

Board approval to grant GSD and Geocon Professional Services a permit is contingent upon:

1. All requirements in the attached Right-of-Way Permit Requirements shall be followed.
2. Small diameter boring holes are exempt from fees per the ordinance.
3. Geocon shall notify affected property & Business Owners, Schools, Police, Fire, GPTC and Board of Public Works

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request for Permit to Install Sewer Service – AJ The Plumber – 1137 N St. Joseph Street. AJ The Plumber has requested a permit to repair a sewer service at the subject location. The repair is an unimproved (unpaved) alley right-of-way. Due to the emergency nature of this work, it has already been completed and the fee has been paid.

Board approval to retroactively grant AJ The Plumber a permit for this work is contingent upon:

- 1. Petitioner shall notify Public Works upon completion of work segments to schedule a final inspection of the restoration.**

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request for Permit to Install Water service – Indiana American Water – 1001 S. Lake Street. Indiana American Water has requested a permit to install a water service at the subject location. The traffic control method has been reviewed and is acceptable. The work is expected to start upon approval and last 16 hours. Indiana American Water will use Traffic Management LLC to implement the detour plan included herein. We have reviewed the application and have no objections.

Board approval to grant Indiana American Water a permit is contingent upon:

- 1. Payment of the \$40.00 fee for water services (per ordinance).**
- 2. All Right-of-Way Permit Requirements shall be followed.**
- 3. Petitioner shall notify affected property & Business Owners, Police, Fire, and Board of Public Works 72 hours prior to starting work.**
- 4. Petitioner shall provide weekly status updates and notify Public Works upon completion of work segments to schedule a final inspection of the restoration.**
- 5. Start date shall not be until after the US20 and Lake Street traffic restrictions for the Complete Streets project are complete.**

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request for Street Cut Permit – Water and Sewer Services – Area Plumbing – New home 1100-02 Vigo Street. Area Plumbing has requested a permit to connect water and sanitary services for a new home at the subject location. A street cut permit for water and sewer services was not applied for before work began. We have reviewed the enclosed application and have no objections.

Board approval to grant Area Plumbing a permit is contingent upon:

- 1. The fee shall be \$50 per the City's Schedule of Fees ordinance.**
- 2. The attached Right-of-Way Permit Requirements shall be followed, specifically the pavement cross section.**

3. Petitioner shall contact Project Manager Monté Smith to inspect the pavement restoration.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request for Driveway Permit – D&R Construction Co. – 3101 W. 5th Avenue. D&R Construction Co. has requested a driveway permit at the subject location. The work in the Chase Street ROW consists of replacing two driveways in place at the 28 feet each for a total of 56 feet of frontage. This work was begun without a Board of Works permit and a stop work order was issued. We have reviewed the enclosed application and have no objections.

Board approval to grant D&R Construction Co. a permit is contingent upon:

1. The fee shall be \$96 per the City's Schedule of Fees ordinance which requires \$50 plus \$1 per foot of frontage.
2. Proof of INDOT approval for the 5th Avenue driveways shall be provided.
3. Traffic control shall be provided in accordance with INDOT standards The City shall verify that traffic control is in place before work is allowed to begin.
4. The attached Right-of-Way Permit Requirements shall be followed, specifically the pavement cross section.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request to Advertise – 700 Broadway Sidewalk Vault Repair. City Engineer has requested to advertise the subject project for public bidding. The scope of work is to fill the underground sidewalk vault and replace the sidewalk at 700 Broadway.

The bid opening would be at the Board of Works meeting on 11/30/22.

**Original motion was withdrawn in order to include 600 Broadway. The new request is to advertise 600 – 700 Broadway Sidewalk Vault repair.*

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

Request to Advertise – Guardrail Repair. City Engineer has requested to advertise guardrail repair for public bidding. The locations are:

1. E. 10th Avenue at Marshall Street
2. Clark Road at 9th Avenue

The bid opening would be at the Board of Works meeting on 11/30/22.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

CORRESPONDENCE FROM THE COMMUNITY DEVELOPMENT DEPARTMENT

Receipt and opening of CDBG Emergency Rehabilitation Bids.

On November 2, 2022, bids were let for CDBG Emergency rehabilitation work.

- Quality & Trust HVAC
 - 738 W 45th Ave \$5,300.00
 - 1549 Williams St \$4,900.00
 - 309 Matthews St \$3,900.00
- TMC Contractors
 - 1549 Williams St \$4,810.00
 - 309 Matthews St \$5,880.00

Bids were referred back to staff for review and selection.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

CORRESPONDENCE FROM THE POLICE DEPARTMENT

Resignation Notice of Ptm. Dylan Mazurek, CIN 1611. Respectfully submitted the resignation notice of Patrolman Dylan Mazurek, CIN 1611. Patrolman Mazurek began his employment with the City of Gary on July 22, 2019, totaling three (3) years of service. He resigned from his position effective November 4, 2022.

– Approved

A. Lockett – Yes

A. Colvin – Yes

T. McCain – Yes

UNFINISHED BUSINESS ~ None

NEW BUSINESS ~ Request for Land Lease (Jackson Park) – Discussion: Cause 4 Paws has submitted a request for a land lease agreement for Jackson Park located in the 300-400 Block of Jackson St. The Lease Agreement is for a term beginning December 1, 2022 until January 31, 2027 (14 yrs. 1 mth). The proposed rent for use of the Park is \$1 per month.

Board President McCain – There is City owned property in the area including the old women’s shelter. With the Double Track Project, when the Transit Oriented Development Zone (TOD) is designated, this area may be included. Along with the City owned properties, there are burned out houses slated for demo. The City cannot support a lease agreement for almost 15 years because the Park is in the potential TOD it should be preserved for perspective projects.

Board Vice President Colvin – Municipalities in the State of Indiana cannot dispose of properties, including rent or lease, without complying with Indiana State Statute which requires a bid process that is open to anyone who may want to obtain the property. Therefore, this submission is not the proper process.

Board Member Lockett – It is a good idea, just a bad location.

– Denied

A. Lockett – No

A. Colvin – No

T. McCain – No

PUBLIC COMMENTS ~ Board President McCain offered well wishes to our Veteran's with the upcoming Holiday observance.

Re: Meeting minutes for the November 9, 2022 Board of Public Works & Safety Meeting.

**APPROVED and ADOPTED on November
16, 2022**

A handwritten signature in black ink, appearing to read "Trent A.", written over a horizontal line.

Trent A. McCain, President

A handwritten signature in black ink, appearing to read "Arlene D. Colvin", written over a horizontal line.

Arlene D. Colvin, Vice President

A horizontal line representing a signature.
Angela Lockett, Member

